

This chapter explains how to log off from FACTS II.

### **Instructions**

To log off from FACTS II, select “File”, then “Exit” from the menu bar.  
(See Exhibit 8-1.)

To close your internet browser (e.g. NetScape or Explorer), select “File”, then “Exit” from the menu bar.  
(See Exhibit 8-2).

Close your dial-up connection. Otherwise your phone connection remains active, and your phone bill will reflect active usage. Windows 3.1x users should close “Trumpet”; Windows 95 and Windows NT users should close “Dial-up networking/Remote Access”. You may need to refer to the “Dial-Up Procedures for FACTS II” user’s guide to accomplish this. (See Exhibits 8-3 and 8-4).

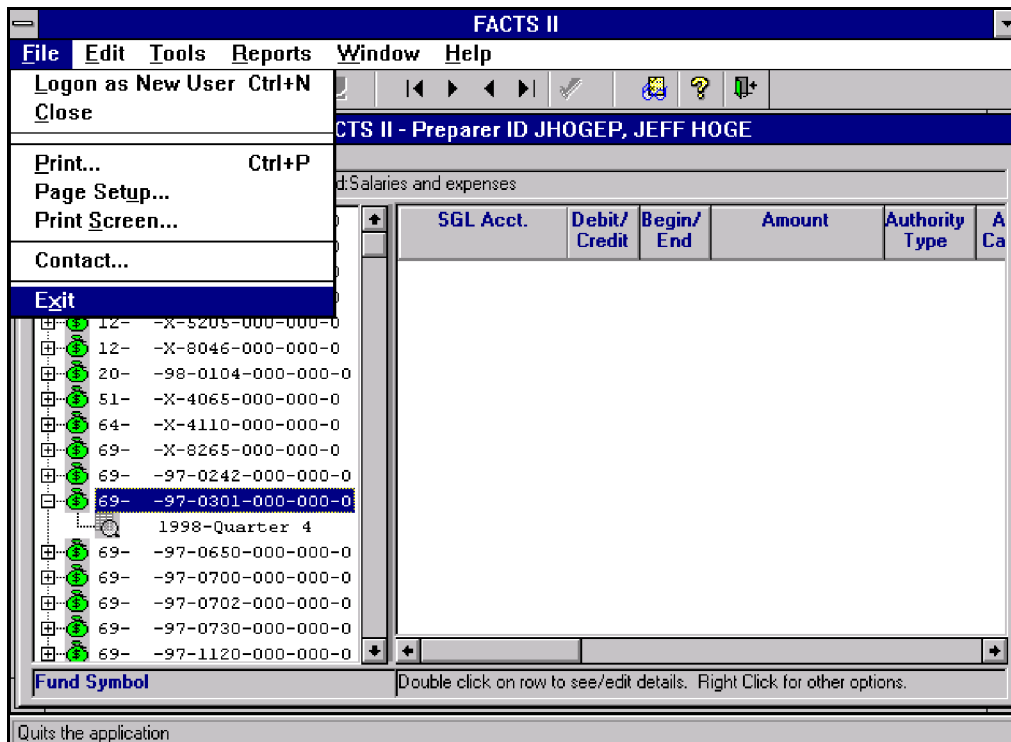


Exhibit 8-1 -- To log off select “File”, then “Exit” from the menu bar.

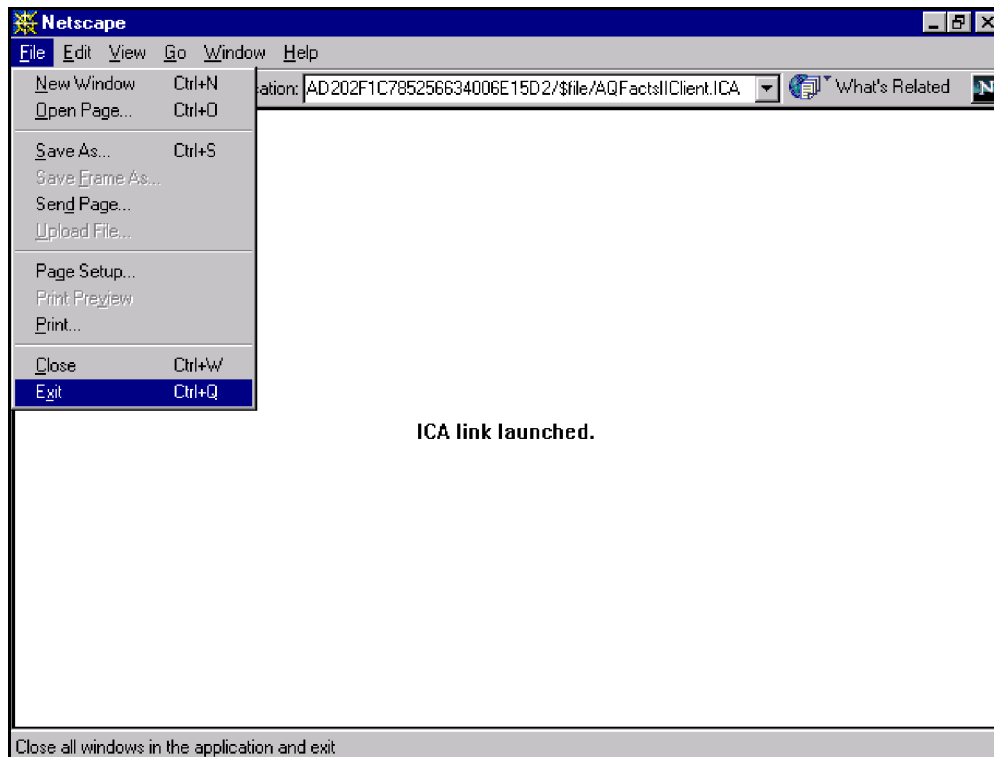


Exhibit 8-2 -- To close your internet browser select “File”, then “Exit” from the menu bar.

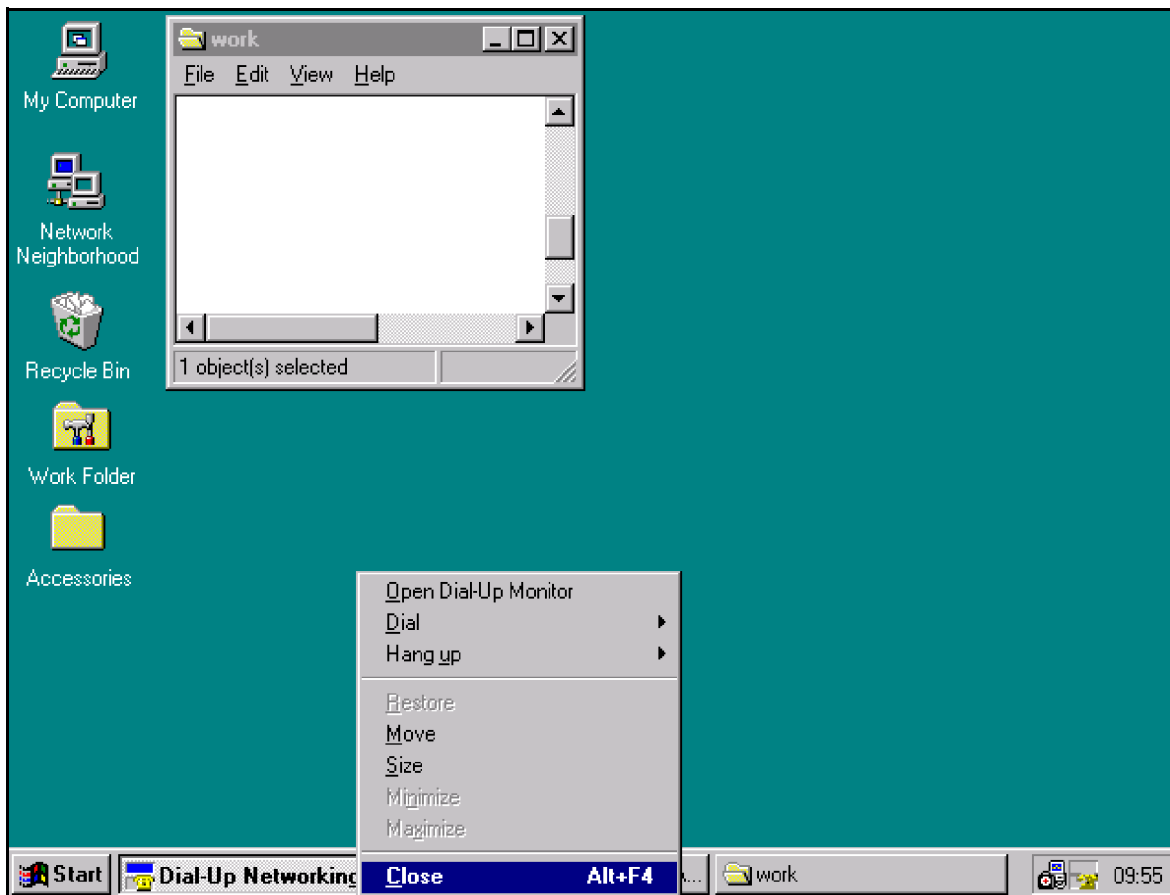


Exhibit 8-3 – For Windows 95 and Windows NT users: Go to the Program Manager, select “Dial-up Networking”, click on the right mouse button, select close.



Exhibit 8-4 – For Windows 95 and Windows NT users: When “Dial-up Networking” asks for confirmation that you want to hang up, click “Yes”.